

**AGENDA FOR THE REGULAR MEETING OF COUNCIL  
TO BE HELD IN THE TOWN OF VULCAN COUNCIL CHAMBERS  
ON MONDAY, JUNE 25, 2018  
COMMENCING AT 7:00 PM**

- 1.0 Call to Order:**
- 2.0 Adoption of Agenda**
- 3.0 Adoption of Previous Minutes**
  - 3.1 Regular Council Meeting Minutes – June 11, 2018
- 4.0 Correspondence and Information Items**
  - 4.1 TransCanada - Pipeline Safety Information
  - 4.2 Property for Lease – 108 – 3 Street North
  - 4.3 Response to SuperNet Service
- 5.0 Financial Statements**
  - 5.1 Cash Statement – Ending May 31, 2018
  - 5.2 Year-to-Date Statement – Ending May 31, 2018
- 6.0 New and Unfinished Business**
  - 6.1 Whispering Creek Condominium Request
  - 6.2 2018 Infrastructure Project
  - 6.3 Local Improvement for Jamison Road
  - 6.4 Offer to Purchase Community Peace Officer Equipment
- 7.0 Committee Reports**
  - 7.1 Committee Reports
- 8.0 Councillor Reports**
  - 8.1 Councillor Taylor
  - 8.2 Councillor DeBolt
  - 8.3 Councillor Magnuson
  - 8.4 Councillor Thomas
  - 8.5 Councillor Roddy
  - 8.6 Councillor Armstrong
  - 8.7 Mayor Grant
- 9.0 Administrative Reports**
  - 9.1 Action Report
  - 9.2 CAO Report
- 10.0 Adjournment**

# Town of Vulcan

Request for Decision (RFD)

## Adoption of Previous Minutes Regular Council Meeting June 11, 2018

Meeting: Regular Council  
Meeting Date: **June 25, 2018**  
Originated By: Kim Fath

### BACKGROUND / PROPOSAL:

The Minutes of the Regular Meeting of Council, held in the Town of Vulcan Council Chamber on Monday, June 11, 2018 were presented to Council.

### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

### COSTS / SOURCE OF FUNDING (if applicable):

N/A

### RECOMMENDED ACTION:

Moved by Councillor \_\_\_\_\_ THAT the Minutes of the Regular Council Meeting, held in the Town of Vulcan Council Chamber on Monday, June 11, 2018 be approved and read by each member of Council.

Initials show support -Reviewed by:

Director:

  
CAO

**MINUTES OF THE REGULAR MEETING OF COUNCIL  
HELD IN THE TOWN OF VULCAN COUNCIL CHAMBER  
ON MONDAY, JUNE 11<sup>th</sup>, 2018**

**PRESENT:**

Mayor	- Tom Grant
Councillor	- Paul Taylor
Councillor	- Georgia-Lee DeBolt
Councillor	- Lyle Magnuson
Councillor	- Laura Thomas
Councillor	- Michelle Roddy
Councillor	- Lorna Armstrong
Chief Administrative Officer	- Kim Fath
Recording Secretary	- Karen Rose

**1.0 Call to Order:** Mayor Tom Grant called the meeting to order at 7:00 p.m.

**2.0 Adoption of Agenda**

Administration requested the addition of **6.6 – CP Rail Road Closure.**

**Motion No.: 18.193**

Moved by Councillor Georgia-Lee DeBolt THAT the agenda governing this meeting be adopted as amended. **CARRIED UNANIMOUSLY**

**3.0 Adoption of Previous Minutes**

**3.1 Regular Council Meeting Minutes**

The Minutes of the Regular Meeting of Council, held in the Town of Vulcan Council Chamber on Monday, May 28, 2018 were presented to Council.

**Motion No.: 18.194**

Moved by Councillor Paul Taylor THAT the Minutes of the Regular Council Meeting, held in the Town of Vulcan Council Chamber on Monday, May 28, 2018 be approved and read by each member of Council as presented. **CARRIED UNANIMOUSLY**

#### **4.0 Delegations**

##### **4.1 Vulcan County Early Childhood Development Coalition**

Lori Gair, Resource Coordinator and Katie Wade, Chairperson with the Vulcan Early Childhood Development Coalition were in attendance to present to Council information collected throughout Alberta by the Early Development Instrument.

**Motion No.: 18.195**

Moved by Councillor Lyle Magnuson THAT the Vulcan County Early Childhood Development Coalition's presentation be received as information.

**CARRIED UNANIMOUSLY**

#### **5.0 Correspondence and Information**

5.1 The list of Correspondence and Information for the period ending June 11, 2018 was presented to Council to be received for information.

**Motion No.: 18.196**

Moved by Councillor Paul Taylor THAT Administration forward thank you letters for the invitation to take part in the community's parades and to request that they send an invitation for their 2019 parade.

**Motion No.: 18.197**

Moved by Councillor Laura Thomas THAT the Correspondence and Information for the period ending June 11, 2018 be received as information. **CARRIED UNANIMOUSLY**

#### **6.0 New and Unfinished Business**

##### **6.1 Replacement of Arena Condenser**

At the March 26, 2018 Regular Council Meeting, Council directed Administration to prepare a proposal for the immediate replacement of the Ice Plant Condenser at the Vulcan Arena, including funding options be brought back to Council.

**Motion No.: 18.198**

Moved by Councillor Lorna Armstrong THAT Council approves the Startec proposal to replace the Arena Condenser and install a glycol cooling system at a cost of \$78,636.20 to be drawn from the Arena Capital reserve;

And THAT a \$20,000.00 donation from the Vulcan Curling Club be applied directly to this project, as well as, a contribution of \$29,318.00 as per the 2015 Recreation Agreement, be requested and pending Vulcan County Council approval. **CARRIED UNANIMOUSLY**

**6.2 Tourism Department Vul-Con Requests**

The Tourism Department forwarded two requests in conjunction with the Vul-Con celebrations on July 28, 2018.

**Motion No.: 18.199**

Moved by Councillor Georgia-Lee DeBolt THAT Council approves the request to waive the fees for Public Swim on July 28<sup>th</sup> from 10:00 a.m. to 1:00 p.m. and;

THAT Council approves the participation of any Councillors wishing to take part in the Vul-Con parade and the Vulcan Cosplay contest dressed in their star trek uniform.

**CARRIED UNANIMOUSLY**

**6.3 Request for Signage**

Magnetsigns approached the Town of Vulcan requesting approval to erect a free standing portable sign on public property on behalf of Elections Alberta in regards to the 2018 Provincial Enumeration.

**Motion No.: 18.200**

Moved by Councillor Lorna Armstrong THAT Council approves the Development Officer's request to place signage at Location A pending approval from Alberta Transportation.

**CARRIED UNANIMOUSLY**

**6.4 Vulcan & District Historical Society Request**

The Vulcan and District Historical Society requested the installation of a seasonal irrigation service, assistance with landscaping, and continued ongoing maintenance.

**Motion No.: 18.201**

Moved by Councillor Paul Taylor THAT Council approves the Vulcan and District Historical Societies request for the Town public works department to install a metered seasonal irrigation service, provide assistance with landscaping of the grassed area, and the continued ongoing mowing and snow removal maintenance for 221 – 1 Street North, and that this work be scheduled at the discretion of the Public Works Foreman.

**CARRIED UNANIMOUSLY**

**6.5 Vulcan Pool Project**

Town Council had struck a committee to investigate the community needs/wishes in respect to the upgrades at the Vulcan Pool. The committee reviewed different design components as well as overall functions of the newly designed facility.

**Motion No.: 18.202**

Moved by Councillor Lyle Magnuson THAT Council approves the Vulcan Pool Committees recommendation and directs Administration to prepare and issue requests for proposals for a new pool basin including mechanical components as well as separate documents for a new pool house, for the purpose of accurately providing budgetary cost estimates and identifying eligible construction contractors for the proposed Vulcan pool upgrades.

**CARRIED UNANIMOUSLY**

**6.6 Canadian Pacific Road Closure**

CP Rail has requested Council grant a temporary road closure of Centre Street for the purpose of repairing the crossing surface.

**Motion No.: 18.203**

Moved by Councillor Paul Taylor THAT Council approves the road closure of Centre Street on Thursday, June 21, 2018 for CP Rail to work on the Centre Street railway crossing.

**CARRIED UNANIMOUSLY**

**7.0 Committee and Administrative Reports**

- 7.1 The minutes were presented for the various boards and committees in whom Town Council has an interest.

Initials

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**Motion No.: 18.204**

Moved by Councillor Laura Thomas THAT the minutes from the various boards and committees in whom the Town Council has interest be filed for information.

**CARRIED UNANIMOUSLY**

**8.0 Councillor Reports**

Council provided verbal presentations of their meetings and their recent official activities.

**8.1 Councillor Taylor**

- Attended the Spock Days Parade

**8.2 Councillor DeBolt**

- Attended Vulcan & District Tourism meeting; updating north pod and the green screen; Dayna Dickson will provide training for Tourism Centre
- Attended Vulcan & District Recreation Committee – update on Porch Fest
- Attended Spock Days Parade

**8.3 Councillor Magnuson**

- Attended ORRSC Annual General meeting; provided an activity update

**8.4 Councillor Thomas**

- Attended Vulcan & District Tourism meeting; provided up activity update

**8.5 Councillor Roddy**

- Attended meeting with Ursula Sherwood with Community Futures Highwood

**8.6 Councillor Armstrong**

- Attended Marquis Foundation meeting; provided an activity update
- Attended Viability Committee; provided an activity update
- Vulcan Health and Wellness Foundation; provided an activity update

**8.7 Mayor Grant**

- Attended recycling presentation sponsored by SouthGrow
- Attended Marquis Foundation meeting and the Viability Committee meeting
- Attended Health and Wellness Foundation meeting; provided an activity update
- Attended Vulcan County BBQ; participated in the Spock Days Parade
- Attended the Rainbow Literacy Grand opening

**Motion No.: 18.205**

Moved by Councillor Georgia-Lee DeBolt THAT the verbal reports given by Council at the June 11, 2018 Regular Council Meeting be received as information.

**CARRIED UNANIMOUSLY**

**9.0 Administrative Reports**

Management provided reports of their recent activities.

**Motion No.: 18.206**

Moved by Councillor Laura Thomas THAT this Council receives for information the Administrative reports for the period ending June 11, 2018.

**CARRIED UNANIMOUSLY**

**10.0 In-Camera**

**10.1 Industrial Subdivision Lots Offer to Purchase**

**10.2 Community Peace Officer Position Review**

**Motion No.: 18.207**

Moved by Councillor Lyle Magnuson THAT Council moves in-camera at 8:23 p.m. under the Freedom of Information and Protection of Privacy Act, Part 1 Division 2 16(1)(a)(ii) for the discussion of reviewing land purchase applications and to review the Peace Officer Program.

**CARRIED UNANIMOUSLY**

Mayor Tom Grant granted a 3 minute recess.

**Motion No.: 18.208**

Moved by Councillor Paul Taylor THAT Council moves out-of-camera at 9:58 p.m.

**CARRIED UNANIMOUSLY**

**Motion No.: 18.209**

Moved by Councillor Lyle Magnuson THAT Council directs Administration to further negotiate on the offer to purchase Lots 2,3 and 7 of Block 72 Plan 8610505 and directs

Administration to prepare a Local Improvement Plan for curb, gutter and gravel road construction of Jamison Road.

**CARRIED UNANIMOUSLY**

**Motion No.: 18.210**

Moved by Councillor Paul Taylor THAT Council directs Administration to begin the recruitment process for a Community Peace Officer.

**CARRIED**

**11.0 Adjournment**

The meeting was adjourned by Councillor Michelle Roddy at 10:01 p.m.

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Tom Grant  
Mayor

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Kim Fath  
Chief Administrative Officer

# Town of Vulcan

Request for Decision (RFD)

## Correspondence and Information

Meeting: Regular Council  
Meeting Date: **June 25, 2018**  
Originated By: Kim Fath

### BACKGROUND / PROPOSAL:

The list of Correspondence and Information for the period ending June 25, 2018 is attached for Council's review.

### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

- 4.1 TransCanada – Pipeline Safety Information
- 4.2 Property for Lease – 108 3 Street North
- 4.3 Response to SuperNet Service

### COSTS / SOURCE OF FUNDING (if applicable):

N/A

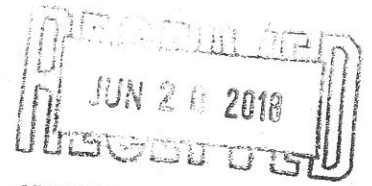
### RECOMMENDED ACTION:

Moved by Councillor \_\_\_\_\_ THAT the Correspondence and Information for the period ending June 25, 2018 be received for information.

Initials show support -Reviewed by:

Director:

  
CAO



Dear Mayor or Council Member,

You are receiving this mailing because you have a TransCanada-operated pipeline in your area. We encourage you to spend a few moments reading the information enclosed and familiarizing yourself with the function, purpose and safety of the pipeline and how you as a public official can maintain the integrity of underground utilities. Please provide this information to your Chief Administrative Officer to share with the appropriate departments.

**Preventing Pipeline Damage.** There are three steps government entities can take to help in the prevention of damage to underground utilities, including natural gas or oil pipelines:

1. Avoid building structures on pipeline rights-of-way. TransCanada and other pipeline operators need access to their rights-of-way for maintenance and emergency response.
2. Require all employees and contractors to request a locate by contacting their local One-Call Centre either by phone or online at [www.clickbeforeyoudig.com](http://www.clickbeforeyoudig.com) before excavating.
3. Always report damage of a utility to the local One-Call Centre and the utility operator. Unreported and even minor damage has the potential to cause long-term damage to pipelines.

**Emergency Preparedness and Response.** Although pipeline leaks and ruptures are rare, it is important that you know how to respond in the event of an incident. Make sure you have a coordinated plan with pipeline operators, local emergency management officials and HAZMAT.

**Land Use and Urban Development.** It is important to consider the location of pipelines and other underground utilities for land development and urban planning in your community. Look for pipeline marker signs which indicate a pipeline is in the area and always contact the One-Call Centre before any excavation.

**Responding to Public Inquiries.** Our effectiveness studies have shown that the public relies on local government for safety information. Constituents in your jurisdiction may contact you with questions about underground utilities (where they are, who operates them, etc.). It is important to remind the public to always contact the local One-Call Centre before beginning any excavation deeper than 30cm. For questions about TransCanada's pipelines in particular, please direct them to our website at [www.transcanada.com](http://www.transcanada.com) or provide our contact information (listed below).

**Information on TransCanada's pipelines can be found online and in the brochure included in this mailing.** If you would like additional or digital copies of our materials, or if require more information, please email [public\\_awareness@transcanada.com](mailto:public_awareness@transcanada.com), or call our General Inquiries line at 1.855.458.6715.

Sincerely,

TransCanada's Public Awareness Team

## MEMO

**FROM:** Nancy Neufeld/Development Officer  
**DATE:** June 20, 2018  
**RE:** 108-3<sup>rd</sup> Street North  
Lot 1 Block 1 Plan 7669HU

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The owner of 108-3<sup>rd</sup> Street North has indicated property is available for lease. The municipality has been given first opportunity. Should Council wish to pursue this further, terms of lease can be brought forth In-Camera.



As of today, Axia cannot assure that services will continue for 250,000 Albertans in rural Alberta after June 30th, 2018.

Email not displaying correctly?  
[View it in your browser.](#)



Hi Richard,

Due to a pending decision by Service Alberta, as of today, Axia cannot assure continuity of SuperNet services for mission critical services – connectivity for schools, hospitals, libraries, government offices and Albertans beyond June 30th, 2018. Your voice could assist in avoiding this dire consequence.

At Axia, we believe that access to unrestricted, reliable communications infrastructure that supports the Internet should be extended to all. This is the philosophy underpinning the Alberta SuperNet that has been operating in Alberta for well over a decade. It is also the business model in which we have invested – bringing Canada's fastest, most reliable, fibre connections to homes and businesses in rural Alberta at low rates, paving the way for limitless communication, innovation, and choice.

Everyone, everywhere, should have the right to choose the fastest, most reliable Internet access, with no limits. As an open network, SuperNet can, and has, radically improved quality of life for many Albertans. It has allowed teachers to teach with more immersive methods, children to learn faster, families to stay closer, businesses to work and communicate more efficiently, doctors to heal better, and so on—enabling innovation, diversity and progressiveness in almost every field of human endeavor.

Axia is concerned that all of the benefits of an open, competitive network in Alberta could be lost as a result of Service Alberta's pending decision.

A community that doesn't have access to reliable, affordable communications is cut off from opportunities and cannot thrive. In Alberta, that would be devastating for everyone – both rural and urban. With approximately 80 per cent of our Gross Domestic Product coming from outside of Calgary and Edmonton in this province, we need connected rural communities, or we all get left behind.

The provincial government faces a choice – to continue with an open SuperNet which further secures the leadership role Alberta plays in Canada, or to go back to the telco model and the re-monopolization of Alberta.

As of today, Axia cannot assure that services will continue for 250,000 Albertans in rural Alberta after June 30th, 2018. There is also a significant risk that 3,500 schools, hospitals, libraries and government offices will no longer have service. Without access to an open SuperNet, Alberta will be re-monopolized, limiting choice for rural citizens putting Internet access in the hands of Telus and Bell.

Axia has always been community focused – that is what drove us to build an open SuperNet, and continue expanding its reach into rural Alberta. We have focused growth on the communities that need it most, and we have continued to stay true to a community approach. Our goal for rural Albertans, who love their rural communities, is to create connected rural communities where residents can stay, prosper, and participate in the digital economy without having to move to an urban centre to receive the fair pricing and connectivity services they need and deserve.

At Axia, we highly value your business, and that of all our customers. We will continue to fight for an open SuperNet, encouraging choice, innovation and connection for our great province. Today we are asking our community of Albertan customers for support.

If an open SuperNet that enables investment, choice, innovation and diversification is important to you, please contact your MLA at [www.connectalberta.ca](http://www.connectalberta.ca) – simply enter your postal code and follow the prompts.

Ensure your voice is heard on the great impact this decision could have on Alberta.

Kind regards,



Art Price  
Chairman and CEO of Axia

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**Stay Connected**



**Our mailing address is:**

Axia  
110, 220 12th Avenue SW  
Calgary, AB T2R0E9

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SouthGrow Regional Initiative

403.394.0615

P.O. Box 27068

Lethbridge, Alberta

Canada T1K 6Z8

June 21, 2018

Hon. Brian Malkinson, MLA  
Minister of Service Alberta  
103 Legislature Building, 10800 – 97 Avenue  
Edmonton, Alberta T5K 2B6

Dear Minister Malkinson,

It has come to our attention that a deal has not yet been reached which guarantees continuity of service for communities that rely on the Supernet to provide broadband connectivity. With the deadline for this deal fast approaching, our association is concerned. SouthGrow is a regional economic development alliance that represents the interests of 25 communities in south-central Alberta, containing over 170,000 people. The extension and improvement of broadband internet services to the communities within our region has been one of the primary concerns of our association over the past few years, and we have been fortunate to achieve a great degree of success.

In our region, 7 communities have been fully connected via Axia's fibre services, most of the others heavily rely on competitive access to the Supernet to power smaller service provider, and several are actively engaged in initiatives to upgrade their current service by leveraging the access available through the Supernet. As your ministry progresses through the final stages of your negotiations we would urge you to consider the following points as essential non-negotiables for the outcomes of your talks.

- (1) It is essential that whatever agreement is struck provides continuity of service to the communities and organizations that currently rely on Supernet access to engage in commerce and communication.
- (2) A new agreement should foster a competitive ecosystem that allows more players to innovate and offer services by leveraging access and connectivity through the largely tax-payer funded Supernet.
- (3) The agreement should go hand-in-hand with the Ministry's stated goals of supporting the expansion of broadband networks in rural communities.

Thank you for considering these points made on behalf of the 25 communities in the SouthGrow Region as you work towards a final agreement. Would you be willing to share with us your ministry's vision for the future of the Supernet beyond this present negotiation? Please do not hesitate to reach out if you would like further comment or information on Broadband initiatives in south-central Alberta.

Sincerely,

A handwritten signature in black ink, appearing to read "Jim Willett", is written over a horizontal line.

Jim Willett  
Chairperson  
SouthGrow Regional Initiative

Cc: David Schneider, MLA – Little Bow  
Grant Hunter, MLA – Cardston-Taber-Warner  
Maria Fitzpatrick, MLA – Lethbridge, East  
Hon. Shannon Phillips, MLA – Lethbridge, West

# Town of Vulcan

Request for Decision (RFD)

## Cash Statement – Ending May 31, 2018

Meeting: Regular Council  
Meeting Date: **June 25, 2018**  
Originated By: Kim Fath

### BACKGROUND / PROPOSAL:

Attached is the Cash Statement for the period ending May 31, 2018.

### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

For Council's information.

### COSTS / SOURCE OF FUNDING (if applicable):

N/A

### RECOMMENDED ACTION:

Moved by Councillor \_\_\_\_\_ THAT the Cash Statement for the period ending May 31, 2018 be received for information.

Initials show support -Reviewed by: \_\_\_\_\_

Director: \_\_\_\_\_

  
CAO

## TOWN OF VULCAN

Town of Vulcan  
Cash Statement  
5/31/2018

	Debit	Credit	YTD
<b>Cash</b>			
Bank - General Account	13,215,328.13	(13,117,706.88)	97,621.25
<b>Investments</b>			
Notice On Demand Acct General	2,300,314.25	(1,809,000.00)	491,314.25
Notice on Demand Acct FGTF	1,138.51	(758.18)	380.33
Notice on Demand Acct MSI Capital	477,355.00	(229,930.72)	247,424.28
Notice on Demand Acct Vulcan Innovation	15,913.48	(3,922.79)	11,990.69
Notice On Demand Acct BMTG	617.61	(617.61)	0.00
Term Deposit - Mix Reserve	5,256.31	0.00	5,256.31
Term Deposit - Healy Reserve	15,882.05	0.00	15,882.05
Term Deposit - Shearer Reserve	1,694.03	0.00	1,694.03
Term Deposit - Androsoff Reserve	5,466.66	0.00	5,466.66
Term Deposit - Flags	60,235.87	(40,235.87)	20,000.00
	<u>2,883,873.77</u>	<u>(2,084,465.17)</u>	<u>799,408.60</u>

Mayor

CAO

# Town of Vulcan

Request for Decision (RFD)

## Year-to-Date Statement – Ending May 31, 2018

Meeting: Regular Council  
Meeting Date: **June 25, 2018**  
Originated By: Kim Fath

### BACKGROUND / PROPOSAL:

Attached is the Year-to-Date Statement for the period ending May 31, 2018.

### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

For Council's information.

### COSTS / SOURCE OF FUNDING (if applicable):

N/A

### RECOMMENDED ACTION:

Moved by Councillor \_\_\_\_\_ THAT the Year-to-Date Statement for the period ending May 31, 2018 be received for information.

Initials show support -Reviewed by:

Director:

  
CAO

## TOWN OF VULCAN

For the Five Months Ending May 31, 2018

	YTD	CURRENT MONTH	ANNUAL BUDGET	VARIANCE	ANNUAL BUDGET
<b>General Taxes &amp; Fees</b>					
Revenue	(\$2,743,017.56)	(\$52,811.33)	(\$3,009,439.35)		(\$266,421.79)
Expenses	34,471.00		34,000.00		(471.00)
<b>School Taxes</b>					
Revenue	(595,871.22)		(595,520.00)		351.22
Expenses	140,285.53	140,285.53	595,520.00		455,234.47
<b>Legislative</b>					
Revenue					
Expenses	33,405.11	25,232.64	118,970.00		85,564.89
<b>General Administration</b>					
Revenue	(27,785.83)	52.74	(52,700.00)		(24,914.17)
Expenses	354,147.51	47,217.88	827,281.69		473,134.18
<b>Fire Fighting</b>					
Revenue					
Expenses	88,014.60	105.57	144,854.00		56,839.40
<b>Emergency Services</b>					
Revenue					
Expenses			5,500.00		5,500.00
<b>Bylaw</b>					
Revenue	(12,494.00)	(1,203.00)	(32,500.00)		(20,006.00)
Expenses	57,976.36	8,875.60	119,108.00		61,131.64
<b>Common Services</b>					
Revenue					
Expenses	205,105.79	15,699.21	328,300.00		123,194.21
<b>Roads &amp; Streets</b>					
Revenue	(27,447.25)		(13,775.18)		13,672.07
Expenses	250,097.34	49,055.77	504,107.44		254,010.10
<b>Airport</b>					
Revenue					
Expenses	8,000.00		8,000.00		
<b>Water Treatment</b>					
Revenue	(100,000.00)	(20,000.00)	(240,000.00)		(140,000.00)
Expenses	57,895.35	6,261.63	199,091.80		141,196.45
<b>Storm</b>					
Revenue					
Expenses	3,398.50	2,053.98	6,580.54		3,182.04
<b>FCSS</b>					
Revenue	(109,752.00)		(199,133.00)		(89,381.00)
Expenses	116,603.25	2,175.00	212,291.00		95,687.75

**Cemetery**

Revenue	(2,225.00)		(8,000.00)	(5,775.00)
Expenses	2,272.48	0.75	20,965.00	18,692.52

**Planning Development & Safety**

Revenue	(3,139.12)	(485.20)	(8,800.00)	(5,660.88)
Expenses	45,779.55	6,555.51	104,315.00	58,535.45

**Subdivision**

Revenue	(8,400.00)		(10,200.00)	(1,800.00)
Expenses	20,780.09		20,780.09	

**Economic Development**

Revenue				
Expenses			35,000.00	35,000.00

**Recreation**

Revenue	(19,726.81)	(283.00)	(133,529.50)	(113,802.69)
Expenses	89,034.56	37,864.41	225,558.53	136,523.97

**Golf Course Loan**

Revenue				
Expenses	35,904.00	6,528.00	84,864.00	48,960.00

**Parks**

Revenue	(7,900.03)		(65,200.00)	(57,299.97)
Expenses	29,531.44	1,558.73	110,700.00	81,168.56

**Swimming Pool**

Revenue	(11,685.24)		(126,375.00)	(114,689.76)
Expenses	54,950.17	804.86	207,450.00	152,499.83

**Arena**

Revenue	(33,977.28)	(2,257.14)	(116,870.00)	(82,892.72)
Expenses	90,801.90	17,271.71	200,440.00	109,638.10

**Culture**

Revenue	(6,000.00)	(1,200.00)	(14,400.00)	(8,400.00)
Expenses	122,665.68	1,056.21	141,472.60	18,806.92

**Tourist Center**

Revenue	(8,858.67)		(145,000.00)	(136,141.33)
Expenses	114,187.05	20,227.29	364,175.00	249,987.95

**Water**

Revenue	(190,894.82)	(1,137.27)	(730,097.81)	(539,202.99)
Expenses	236,742.99	11,963.68	772,133.08	535,390.09

**Sewer**

Revenue	(74,102.05)	(61.10)	(207,489.81)	(133,387.76)
Expenses	108,757.09	7,710.17	320,666.88	211,909.79

**Garbage**

Revenue	(130,583.53)	(160.15)	(426,020.00)	(295,436.47)
Expenses	335,371.16	8,344.29	422,925.00	87,553.84

TOTAL REVENUE	<u>(4,113,860.41)</u>	<u>(79,545.45)</u>	<u>(6,135,049.65)</u>	<u>(2,021,189.24)</u>
TOTAL EXPENSES	<u>2,636,193.62</u>	<u>416,848.42</u>	<u>6,135,049.65</u>	<u>3,498,856.03</u>

# Town of Vulcan

Request for Decision (RFD)

## Whispering Creek Condominium Request

Meeting: Regular Council  
Meeting Date: **June 25, 2018**  
Originated By: Stew Birch

### **BACKGROUND / PROPOSAL:**

The Whispering Creek Condominium Corporation has forwarded a request to Council that the Public Works crew perform the annual crack sealing and patching of the Whispering Creek Condominium's roadways.

### **DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:**

The request was forwarded to the Public Works foreman and he has submitted a report which is attached for Council's consideration.

### **COSTS / SOURCE OF FUNDING (if applicable):**

### **RECOMMENDED ACTION:**

Moved by Councillor \_\_\_\_\_ THAT

Initials show support -Reviewed by:

Director:

  
CAO

June 21, 2018

Mayor and Council,

The Whispering Creek Condominium Corporation No. 0111260 requests Town of Vulcan council to consider having Public Works Crew perform required annual crack sealing and patching of WCCC roadways.

WCCC will be responsible for the costs associated with this service if approved. If you require additional information please contact the undersigned.

Thank you for your consideration.

Donald McPherson

WCCC Director of Infrastructure and Maintenance

E-mail: [vulconian@hotmail.com](mailto:vulconian@hotmail.com)

Cell: 403-975-5406

Home: 403-485-2066

# Memo

**To:** Kim Fath  
**From:** Stew Birch  
**cc:** Town Council  
**Date:** June 21, 2018  
**Re:** Whispering Creek

---

Kim / Town Council

In regards to the request from the Whispering creek condo association to have public works contract asphalt crack sealing services, as public works foreman I have reservations. The request is coming from a private development (gated community) unlike the recent airport request in which the Town of Vulcan and Vulcan County share in the maintenance costs of the airstrips and grounds. With this request, I feel it will open the door to other private business /hospital /Extendicare and Peter Dawson also requesting this service, which will significantly take time away from what is an already busy summer work load.

If it is Town councils decision to approve this request, it is my recommendation that man-hours and product be billed out at the same rate as a private contractor (*rate yet to be determined*) as to not compete with any local business able to complete this work. The time line for this additional work would also have to be included, at public works discretion, into the summer schedule, as to not interfere with the regular maintenance and ongoing projects.

Stewart Birch

Town of Vulcan

# Town of Vulcan

Request for Decision (RFD)

## 2018 Infrastructure Project

Meeting: Regular Council  
 Meeting Date: **June 25, 2018**  
 Originated By: Kim Fath

### **BACKGROUND / PROPOSAL:**

At the February 12, 2018 Regular Council meeting Town Council approved local improvement plans for the underground utility and surface improvements of 3<sup>rd</sup> Street South from 4<sup>th</sup> Avenue to 6<sup>th</sup> Avenue.

### **DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:**

The 2018 Capital budget provided a proposal for how this project would be funded, however when reviewing the final approvals it was identified that Council did not specifically identify how the costs for this local improvement would be allocated.

Attached is the Administrator's report for Council's consideration.

### **COSTS / SOURCE OF FUNDING (if applicable):**

### **RECOMMENDED ACTION:**

Moved by Councillor \_\_\_\_\_ THAT Council approves the funding for the 2018 infrastructure project of underground utility and surface improvements of 3<sup>rd</sup> Street South from 4<sup>th</sup> Avenue to 6<sup>th</sup> Avenue at a cost not to exceed \$1,277,961.00 with \$319,490.00 drawn from the Water, Sewer, and Streets Capital Reserve, and the remaining \$958,471.00 to be drawn from Municipal Sustainability Initiative (MSI) funding.

Initials show support -Reviewed by: \_\_\_\_\_

Director: \_\_\_\_\_

  
 CAO



## **ADMINISTRATION REPORT**

**TO:** TOWN COUNCIL

**FROM:** Kim Fath, CAO

**DATE:** June 21<sup>st</sup>, 2018

### **Background**

At the February 12<sup>th</sup>, 2018 Regular Council meeting Town Council approved local improvement plans for the underground utility and surface improvements of 3<sup>rd</sup> Street South from 4<sup>th</sup> Avenue to 6<sup>th</sup> Avenue.

### **Discussion**

The 2018 Capital budget provided a proposal for how this project would be funded, however when reviewing the final approvals it was identified that Council did not specifically identify how the costs for this local improvement would be allocated. For the purpose of clarifying the transfer from reserves and the application for grant funding, council is asked to approve a motion for the allocation of funds for this project

### **Consideration**

Council is asked to consider approving funding for the 2018 infrastructure project of underground utility and surface improvements of 3<sup>rd</sup> Street South from 4<sup>th</sup> Avenue to 6<sup>th</sup> Avenue at a cost not to exceed \$1,277,961.00 with \$319,490.00 drawn from the Water, Sewer, and Streets Capital Reserves, and the remaining \$958,471.00 to drawn from Municipal Sustainability Initiative (MSI) funding.

  
\_\_\_\_\_  
Kim Fath  
Chief Administrative Officer

# Town of Vulcan

Request for Decision (RFD)

## Local Improvement Plan – Jamison Road

Meeting: Regular Council  
Meeting Date: **June 25, 2018**  
Originated By: Kim Fath

### **BACKGROUND / PROPOSAL:**

At the June 11<sup>th</sup>, 2018 Regular Council meeting Town Council directed administration to prepare a local improvement plan for the curb, gutter and gravel road construction of Jamison Road.

### **DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:**

Administration has prepared the local improvement plan and it has been attached for Council's review.

### **COSTS / SOURCE OF FUNDING (if applicable):**

### **RECOMMENDED ACTION:**

Moved by Councillor \_\_\_\_\_ THAT Council approves the local improvement plan for the curb, gutter and gravel road construction of Jamison Road, with a construction cost not to exceed \$740,607.00 with \$185,152.00 drawn from contingency reserve, and the remaining \$555,455.00 to be drawn from Municipal Sustainability Initiative (MSI) funding, and directs administration to contact the benefitting property owners to gauge their support for this project moving forward, and to bring the results back to Town Council for consideration.

Initials show support -Reviewed by: \_\_\_\_\_

Director: \_\_\_\_\_

  
CAO



## **ADMINISTRATION REPORT**

**TO: TOWN COUNCIL**

**FROM: Kim Fath, CAO**

**DATE: June 21<sup>st</sup>, 2018**

### **Background**

At the June 11<sup>th</sup>, 2018 Regular Council meeting Town Council directed administration to prepare a local improvement plan for the curb, gutter and gravel road construction of Jamison Road.

### **Discussion**

CIMA+ was asked to provide budgetary costs for this project. Attached is the estimate that was used for the calculation of the local improvement plan. The plan was drafted as per Policy PL-03, that a project initiated by Town Council will be divided at a rate of 25% benefiting owners and 75% community at large. Attached for council review is the Jamison Road draft local improvement plan.

### **Consideration**

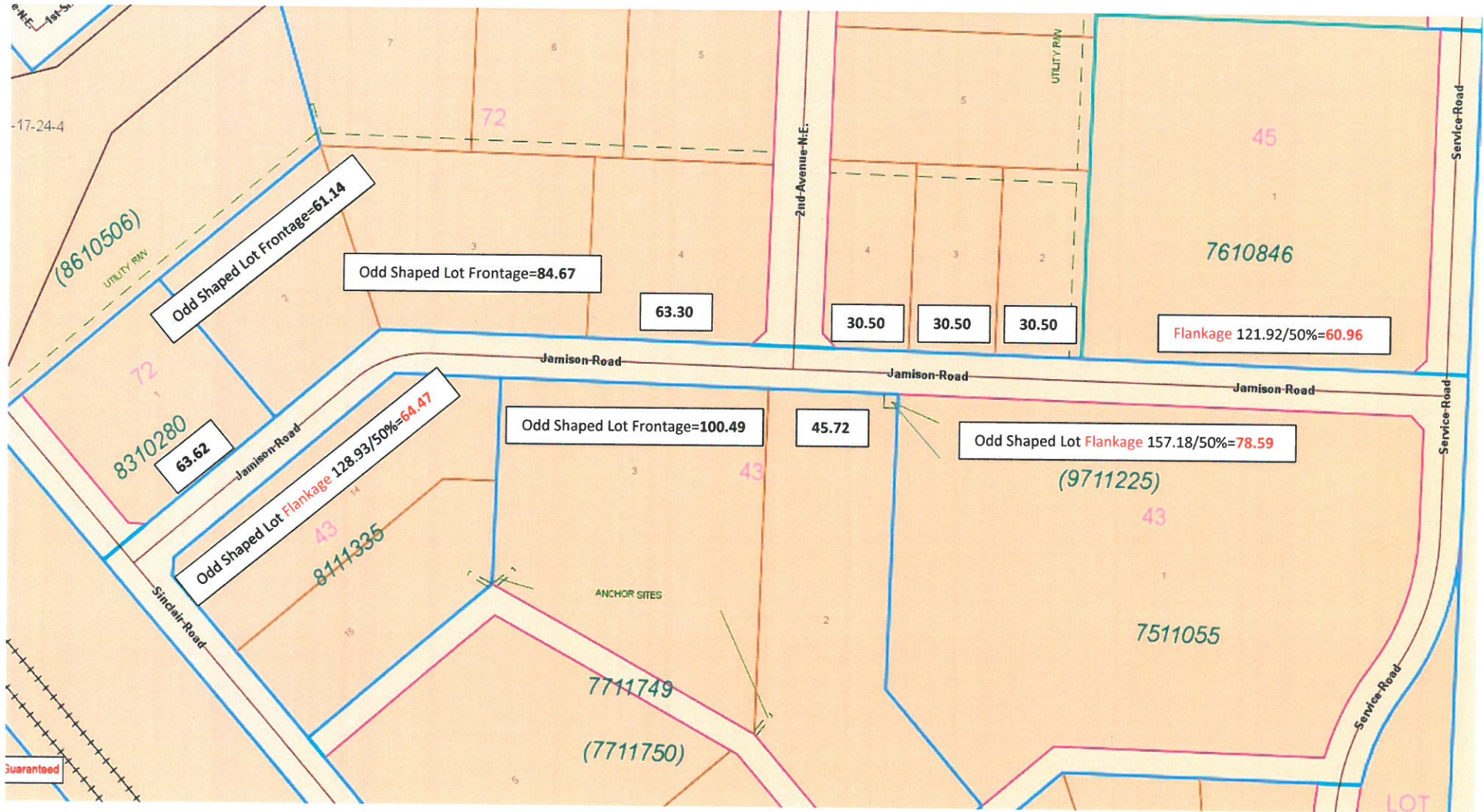
Council is asked to consider approving the local improvement plan for the curb, gutter and gravel road construction of Jamison Road, with a construction cost not to exceed \$740,607.00 with \$185,152.00 drawn from contingency reserve, and the remaining \$555,455.00 to drawn from Municipal Sustainability Initiative (MSI) funding, and directs administration to contact the benefiting property owners to gauge their support for this project moving forward, and to bring the results back to Town Council for consideration.

  
\_\_\_\_\_  
Kim Fath  
Chief Administrative Officer

Surface Improvements				
ITEM	QUANTITY	UNIT	UNIT PRICE	TOTAL
1 Mobilization	1	ls	10,000.00	10,000
2 Road Core & Common Excavation to Sub-grade	4,000	cm	12.50	50,000
3 Supply and place geotextile	6,850	sm	7.50	51,375
4 Supply and place pit-run gravel (400mm compacted depth)	6,850	sm	24.50	167,825
5 Supply and place road crushed gravel (75mm compacted depth)	4,250	sm	15.50	65,875
6 Supply and place road crushed gravel (125mm compacted depth)	4,250	sm	18.50	78,625
7 Supply and install curb and gutter	835	lm	145.00	121,075
8 Install new traffic signs	2	ea	500.00	1,000
9 Extra allowance for detours, temporary signage, flag personnel, etc.	1	ls	2,500.00	2,500
10 Drainage ditch installation on 2nd Ave NE	135	lm	15.50	2,093
11 Supply and install landscaping from back of curb to property line	2,000	sm	25.00	50,000
Contingency Allowance - 10%				55,037
SUBTOTAL				\$655,404
ENGINEERING				
Engineering - (12%)				58,986
Quality Control - (4%)				26,216
TOTAL COST FOR SURFACE IMPROVEMENTS				\$740,607

# Jamison Road Local Improvement Frontage/Flankage

For the construction of curb, gutter, and gravel road base



Frontage and Flankage for odd shaped lots have been calculated in accordance to Policy PL-03 the Local Improvement Policy

## Local Improvement Plan

(LI Cost)

### Jamison Road Curb Gutter and Gravel Street Construction 25 Years

Jamison Road							
1	Lot	Block	Plan	Civic	Frontage/ <b>Flankage</b>	LI Cost	LI Yearly
	1	45	7610846	311 Service Rd NW	<b>60.96</b>	\$ 15,797.74	\$ 631.91
	2	45	8610505	212 Jamison Rd	30.5	\$ 7,904.05	\$ 316.16
	3	45	8610505	206 Jamison Rd	30.5	\$ 7,904.05	\$ 316.16
	4	45	8610505	202 Jamison Rd	30.5	\$ 7,904.05	\$ 316.16
	4	72	8610505	182 Jamison Rd	63.3	\$ 16,404.15	\$ 656.17
	3	72	8610505	152 Jamison Rd	84.67	\$ 21,942.16	\$ 877.69
	2	72	8610505	132 Jamison Rd	61.14	\$ 15,844.38	\$ 633.78
	1	72	8310280	102 Jamison Rd	63.62	\$ 16,487.07	\$ 659.48
	14	45	8111335	416 Jamison Rd	<b>64.47</b>	\$ 16,707.35	\$ 668.29
	3	43	7711749	137 Jamison Rd	100.49	\$ 26,041.90	\$ 1,041.68
	2	43	7711749	201 Jamison Rd	45.72	\$ 11,848.30	\$ 473.93
	1	43	7511055	285 Service Rd NW	<b>78.59</b>	\$ 20,366.54	\$ 814.66
<b>2</b>	Total Frontage				<b>714.46</b>		
	Project Cost			\$	740,607.00		
<b>3</b>	25%			\$	<b>185,151.75</b>		
<b>4</b>	Cost per meter			\$	<b>259.15</b>		
<b>5</b>	Annual cost per meter for 25 years			\$	<b>10.37</b>		
<b>6</b>	Yearly assessment to all properties			\$	<b>7,406.07</b>		

# Town of Vulcan

Request for Decision (RFD)

## Offer to Purchase Community Peace Officer Equipment

Meeting: Regular Council  
Meeting Date: **June 25, 2018**  
Originated By: Kim Fath

### BACKGROUND / PROPOSAL:

Justin Vallee has accepted a position of Community Peace Officer for Vulcan County. Administration for Vulcan County has contacted the Town and has expressed interest in purchasing the custom fit items of his uniform.

### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

This seems to be a common practice for Peace Officers changing jurisdictions that may require the same uniform. Previously we sold officer Murray's uniform to the Municipality that he relocated to.

The rates for selling these types of items vary on condition and age. That being said it is generally expected that equipment in good condition and only a few years old should be sold at  $\frac{3}{4}$  of the original purchase price, which is the rate that we sold Officer Murray's uniforms.

The Vulcan County is willing to purchase the uniforms, jacket, and ballistic vest at the rate discussed. The original purchase price for this equipment was \$2,384.00, so the value at  $\frac{3}{4}$  of the original cost would be \$1788.00.

### COSTS / SOURCE OF FUNDING (if applicable):

### RECOMMENDED ACTION:

Moved by Councillor \_\_\_\_\_ THAT Council approves selling the Community Peace Officers uniforms, jacket and ballistic vest to the Vulcan County for a sum of \$1788.00

Initials show support -Reviewed by:

Director:

  
CAO

# Town of Vulcan

Request for Decision (RFD)

## Committee and Administrative Reports

Meeting: Regular Council  
 Meeting Date: **June 25, 2018**  
 Originated By: Kim Fath

### **BACKGROUND / PROPOSAL:**

The minutes and/or verbal presentations to be presented on the various boards and committees in which Town Council has an interest.

### **DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:**

- Vulcan & District Tourism Society – Minutes – May 2, 2018
- Vulcan Golf & Country Club Minutes – May 15, 2018
- Coordinated Community Response to Elder Abuse Minutes – May 18, 2018
- Mayors & Reeves of Southeast & Southwest Alberta – Minutes – June 1, 2018
- Coordinated Community Response to Elder Abuse Minutes – June 19, 2018
- Vulcan Golf & Country Club Minutes – June 19, 2018

### **COSTS / SOURCE OF FUNDING (if applicable):**

### **RECOMMENDED ACTION:**

Moved by Councillor \_\_\_\_\_ THAT the minutes and/or verbal reports of Town represented Boards/Committees at the June 25, 2018 Town Council Meeting be received for information.

- Vulcan & District Tourism Society – Minutes – May 2, 2018
- Vulcan Golf & Country Club Minutes – May 15, 2018
- Coordinated Community Response to Elder Abuse Minutes – May 18, 2018
- Mayors & Reeves of Southeast & Southwest Alberta – Minutes – June 1, 2018
- Coordinated Community Response to Elder Abuse Minutes – June 19, 2018
- Vulcan Golf & Country Club Minutes – June 19, 2018

Initials show support -Reviewed by:

Director:

CAO

**Vulcan & District Tourism Society Minutes - May 2, 2018**  
**Vulcan Town Council Chambers**

**In Attendance;**

**Georgia-Lee Debolt Chair (Town of Vulcan), Jason Schneider Vice Chair (Vulcan County), Laura Thomas (Town of Vulcan), Bonnie Ellis (Town of Vulcan), Gloria Hout (Member at Large Town)**

**Absent ;Laurie Lyckman (Vulcan County), Grace Klitmoller (Member at Large County), Jason Thornhill**

**1. Call to order:** 7:00pm by Georgia-Lee Debolt

**2. Delegations:**

**3. Addition & Adopt of Agenda:** Gloria moved. Carried

**4. Adoption of Minutes:** Jason S moved. Carried

**5. Budget Update:** Laura moved. Carried  
As per attached.

**6. Tourism Update:** Tourism Coordinator Grant Shaw. Gloria moved. Carried

**7. Old Business:**

- A) Wall of fame; on going**
- B) Debit machine:** old machine has been returned
- C) Internet:** Waiting on Axia for pricing
- D) Telephones:** Working on getting everything done correctly
- E) North Pod:** progress has been made to turn it into a 'museum' to honour Spock
- F) Vendors Booth:** working with Nancy to secure what we need
- G) CBS Licensing:** Grant is working on getting inventory tagged for fees

**8. New Business:**

- A) Grant and Bonnie went over Vul-Con double checking details**
- B) New retail, please have a look**
- C) Request for Bonnie, Grant and Brooklyn to attend training in Lethbridge**
- D) Dayna Dickenson will be doing some staff training, there is a grant to assist with the cost of this.**

- E) Vul-Con - road closure for parade has been granted
- F) Legal update: Moved in camera 7:48pm. Laura moved. Carried  
Received legal update for information. Jason S. moved. Carried  
Moved out of camera 8:23pm Gloria moved. Carried

Old and new business received. Jason S. moved. Carried

**10. Staff Updates:**

June 28, training session for Grant, Bonnie and Brooklyn

**11. Next Meeting: July 3, 2018 @ 7pm, Town Office**

**12. Adjournment: 8:25pm Gloria moved. Carried**

# VULCAN GOLF AND COUNTRY CLUB



## **EXECUTIVE MEETING MINUTES:**

- May 15, 2018

## **MEETING CALLED TO ORDER:**

- Called to order at 8:01

## **PRESENT:**

- Barry Gore, David Lyon, Jeff Mix, Judy Sanderson, Wayne Shearer, Stacey Wheeler, Tyler Wolfe, Ross Zuehlke, Gordon Brayton, Duke Webber, Paul Taylor.

## **ABSENT:**

- Paul Mansfield

## **ADDITIONS TO THE AGENDA:**

- Pull Tab Account/Application
  - Approved to apply for a pull tab account
  - Need a separate account for the Pull Tabs
  - **Motion** to open a new account at the Credit Union with the same signing authority as other accounts (David Lyon, Tyler Wolfe, Wayne Shearer, Judy Sanderson, and Gordon Brayton), and appoint Gordon as Chairperson for Pull Tabs made by David. Seconded by Barry. Carried.
- Bookkeeper Request to keep books for Kitchen
  - Raymond has approached our Bookkeeper to do Kitchen Books and approached the Board to see if there is any issue the board would have.
  - Discussion of whether there would be a conflict of interest but deemed not to be an issue.
- Fridge
  - **Motion** to purchase a fridge for the Kitchen to use for keeping meat separate made by Stacey. Seconded by Ross. Carried.
- Air Conditioning Bill
  - Tabled to June meeting.
- Employment Contract
  - Employees hired by Gord or Duke sign an Employment Contract
  - Contract needs updating.
  - Policy Committee will meet and update contract.

## **MINUTES OF THE LAST MEETING (April 19, 2017):**

- No errors or omissions.
- **Motion** to accept minutes by Judy.

## **DIRECTOR OF GOLF REPORT:**

- Gordon Brayton presented Director of Golf Report, attached.
- Opened 27 days later than last year.
- POS sales down 8%, which is not bad considering the late start.
- Unsure of expenses to date as no financial report available
- Sold 2-month stay at the camp ground

# VULCAN GOLF AND COUNTRY CLUB



- Aspen Crossing sponsorship will cover the cost of the beer cart.
- New tournaments: Milo, Rumours Pub
- Lost the Oilman's, but possibility to save the event with a new name.
- Three Hole Course will now have \$31 000. This is enough to build the course, but not enough for irrigation/over-seed. Believe breaking ground will cause other potential donors to come forward. If not, irrigation, etc can be addressed down the road.
  - 2 quotes on the turf.
  - Plan to have it completed by the end of June.
- Suggestions for Policy Updates: Juniors playing in Club Championship, Volunteer Meals, Lifetime Membership Award
- Incident Report
  - Incident with Club Member harassing Director of Golf
  - **Motion** that the Board sends a letter indicating that the behavior shown during April 26, 2018 incident was unacceptable and further harassment towards staff and/or members will not be tolerated made by Barry. Seconded by Judy. Carried.
- **Motion** to accept report by Dave. Seconded by Stacey.

## **GROUND'S REPORT:**

- Duke Webber presented the Grounds Report
- Fall spraying program was successful and greens wintered quite well. Duke wants to acknowledge the large number of volunteers and to Gord and the Greens committee for recruiting
- Irrigations start-up went well
- Thanks to the Town of Vulcan crew for their help with the flooding and the water line issue by Hole 6.
- Want to start an overseed program and will have to tweak budget to make it work
- Received 3 totes of fairway fertilizer from Agrium and Peter Beckner. The club is thankful for this donation.
- Still working on a plan for asphalt to the 1<sup>st</sup> tee and staging area. Until plan is finalized, no quote.
- Grass cutting has been done on some town property, but Duke has a verbal agreement to do it for the town. "Being a good neighbor."
- **Motion** to accept report by Ross. Seconded by Barry.

## **HOUSE COMMITTEE REPORT:**

- Presented by Stacey Wheeler.
- Roof material was to be in on May 9; Dave Fodor has signed contract to install.
- Plates donated to club by Market Street.
- Kitchen has purchased some supplies in lieu of one month rent.
  - Meat Slicer will likely be donated
- Accounting prices had gone up this year because there was extra work needed to deal with discrepancies in the figures from previous year.
- Bookkeeper Information
  - Discussion of Bookkeeper being answerable to the Director of Golf and the Treasurer
  - Discussion with Bookkeeper as to the Scope of the job are ongoing.
  - Need to get updated expense reports.
  - Laptop and files should not be leaving the premise.
- **Motion** to accept House Report by Ross. Seconded by Jeff.

## **CORRESPONDENCES**

# VULCAN GOLF AND COUNTRY CLUB



- None.

## **OLD BUSINESS:**

- Grease Drip Tray Update
  - Kitchen responsibility to keep clean.
- Clubhouse Roof Update
  - Addressed in the House Report
- Staging Cart Pad/Path Update
  - Addressed in the Ground Report
- Dusty/Cathy Rhodes Memorial
  - Member approached Judy believing that something needed to be done to honor Dusty and Cathy Rhodes in addition to the plans for the 3 Hole Course.
  - Group of 7 members has met and intends to get a Canvas Picture with Plaque to put in the Clubhouse. Also possibility of an award for "Most Improved" in Junior program in memorandum. Maybe even a tournament this summer in their honour and accept donations to put towards trees on the course and/or the 3 Hole Course.
  - Group is requesting Board Approval for their plans.
  - Board has approved a Picture with a Plaque and will let the Group continue discussions and come back to the board with further plans.
- 3 Hole Course Update
  - Addressed in the Director of Golf Report

## **NEW BUSINESS:**

- Automated External Defibrillator/CPR
  - There is an AED and they are supposed to be checked yearly. Pads on ours have expired in 2015.
  - The County has training for AED (\$52.50 per person). New models only need pads replaced every 5 years.
  - Should have an AED and someone who knows how to use it at the Clubhouse and some clubs have one on the Marshall Cart.
  - Barry will look into this and bring it back to the board.
- Memorial Donation of Trees
  - Discussed in Rhodes Memorial, above.
- Lifetime Membership Award
  - Will be discussed in Policy Committee.

## **NEXT MEETING DATE:**

- June 19 at 8:00 PM at the Whispering Creek Amenities Building.

## **ADJOURNMENT:**

- **Motion** to adjourn made by Barry.
- Meeting adjourned at 9:30pm.

## **Vulcan and Vulcan County Coordinated Community Response to Elder Abuse**

May 18, 2018 – Vulcan FCSS

Present: Ruth Mueller(AHS), Gabrielle Kirk(CCR to Elder Abuse, Claresholm), Nick Zubach(Vulcan Seniors Centre), Connie Clement(Vulcan Library), Justin Valee (Peace Officer, Town of Vulcan), Trish Davidson (Rowan House), Lorna Armstrong(Town of Vulcan), Michelle Roddy(Town of Vulcan), Kim Fath (Town of Vulcan), Rob Pintowski(Peace Officer, Vulcan County), Sgt. Troy Dobson(RCMP), Amanda Caldwell(CRPCN/Vulcan Medical Clinic), Laurie Lyckmann(Vulcan County), Marty Hall(Marquis Foundation, Peter Dawson Lodge), Cst. Fraser MacMillan(RCMP), Claire Kuchel-Klassen(Seniors & Home Supports, Vulcan FCSS).

Regrets: Lindsey Urbani(AHS Home Care), Beverley Edward(AHS Mental Health Clinician), Gail Wark(Health & Wellness Foundation), Sue McDonald(Vulcan & Arrowwood United Church), Barbara Moore-Coffey(Rainbow Literacy), Ryan Smith(Vulcan County), Kelly Nash(Chinook Financial)

- I. Ruth introduced the Coordinated Community Response to Elder Abuse (CCREA) project using Figure 1 (see attachment). This diagram gives an overview of the process that will be used to develop a Response Model for Vulcan and Vulcan County.
  - a. Our work will start with the items marked in red:
    - i. Definition of Elder Abuse
    - ii. Vision and Mission Statement
    - iii. Terms of Reference
    - iv. Strategic Plan
    - v. Response Model
  - b. Laying this solid foundation will prepare us to do the things marked in blue:
    - i. Awareness raising
    - ii. Prevention
    - iii. Intervention
    - iv. Case management
  - c. Laying a solid foundation will also prepare us to apply for funding in the future. (marked in green)
- II. Gabrielle gave a brief history of the CCR to Elder Abuse work done in Claresholm and briefly shared the two phases of their Response Model.
  - a. Phase 1 consists of implementing their Response Model when a case of elder abuse is identified. (using the confidentiality forms and format which AHS approved for Claresholm's use)
  - b. Phase 2 consists of hiring a Case Manager to receive referrals, conduct a meeting with those CCCREA agencies that could aid in the situation, coordinate the

implementation of the agreed upon plan and then provide support, intervention, referrals and follow up to the victim.

- c. If funding for a Case Manager does not come through, Claresholm FCSS is willing to become the anchoring agency for reporting and initiation of response.
- III. Since December 2017, there have been 11 cases of suspected elder abuse reported to the Claresholm CCREA. Ruth shared that when agencies co-ordinate their efforts, they avoid duplication of services and become more effective and efficient in their responses.
- IV. A round-table discussion was held to develop a definition of Elder Abuse. Definitions provided by federal, provincial and W.H.O. were considered. No firm consensus was developed to date. This will become the first order of business at next meeting.
- V. It was agreed that regular one hour meetings should be held on a monthly basis. Ruth will send out a survey to determine which day of the month and what time of day would work best for most members. All attendees are encouraged to respond to this survey or to email Ruth with their availability.
- VI. Meeting was adjourned.



# Mayors and Reeves of Southeast and Southwest Alberta

## MINUTES

FRIDAY, June 1, 2018 - 1:00 PM  
Heritage Inn, Taber, Alberta

### PRESENT:

Mayor Gordon Reynolds	Town of Bow Island	Mayor Ed Weistra	Village of Barons
Mayor Tom Butler, Vice Chair	Village of Coutts	Mayor Tony Steid	Village of Duchess
		Mayor Kathie Wight	Village of Longview
Mayor Ruth Goodwin	Town of Black Diamond	Mayor Bill Maeshu	Village of Rosemary
Mayor Maggie Kronen	Town of Cardston	Dep. Mayor Colette Glynn	Village of Warner
Mayor Peggy Losey	Town of Milk River	Reeve Jim Bester	Cardston County
Mayor Cathy Moore	Town of Picture Butte	Councillor Richard Oster	Cypress County
Mayor Don Anderberg	Town of Pincher Creek	Reeve Steven Wikkerink	County of Forty Mile

### Guests:

Grant Hunter, MLA	Cardston, Taber, Warner	Reeve Ross Ford	County of Warner
Representative for		Reeve Brian Brewin	MD of Taber
Maria Fitzpatrick, MLA	Lethbridge East	Councilor Bill Prenetice	City of Brooks

Dave Schneider, MLA	Little Bow
Pat Stier, MLA	Livingstone-Macleod
Jordon Christianson, Chairman	Special Areas
Bill Chapman, Chairman	Highway #3 Association
Tanya Thorn	Director of Towns South
	AUMA

## **1.0 WELCOME AND INTRODUCTIONS**

Mayor Gordon Reynolds and Mayor Tom Butler called the meeting to order at 1:07 pm.

## **2.0 ADOPTION OF THE AGENDA**

Moved by Mayor Cathy Moore to adopt the agenda with the following additions:

6.3 Taber Summer Games Group

Carried

## **3.0 ADOPTION OF THE JUNE 2, 2017 MEETING MINUTES**

Moved by Mayor Ed Weistra to adopt the June 2, 2017 minutes. **Carried.**

## **4.0 BUSINESS ITEMS ARISING FROM MINUTES**

## **5.0 REPORTS**

### **5.1 MP Reports**

See circulated report from MP Motz and MP Shields.

### **5.2 MLA Reports**

#### **Pat Stier, Livingstone-Macleod**

- Discussed Property Assessed Clean Energy (PACE), and the impacts PACE will have on municipalities.

#### **David Schneider, MLA Little Bow**

- Discussed Bill 5 – An Act to Strengthen Financial Security for Persons with Disabilities, passed its third reading.
- Discussed Bill 7 – Supporting Alberta's Local Food Sector Act, passed.

#### **Grant Hunter, MLA, Cardston-Taber-Warner**

- Discussed Bill 6 – Gaming and Liquor Statutes Amendment Act.
- Discussed policing concerning the legalization of cannabis.

## **6.0 PRESENTATIONS**

### **6.1 Tamara Miyanaga- Foothills- Little Bow**

- Purpose of the association is to advocate municipal issues.
- Feels it is important to strengthen urban and rural relationships.

### **6.2 Kevin Avram – Brief Biography**

- Discussed what a person of power means.
- Power emanates from three sources:
  1. Personality
  2. Property
  3. Organization

### 6.3 Aline Holmen- Taber Summer Games Group

- Organization would not be possible without participation of municipalities like those around the table.
- 13 regions participating in the Summer Games.
- Alberta Summer Games will be held in Taber from July 4-7, 2018 with 24 sporting events.

## 7.0 REPORTS

### 7.1 Alberta Southwest Regional Alliance Report – Reeve Jim Bester

- AGM will be held in Waterton Park June 6, 2018.

### 7.2 SouthGrow – - Mayor Maggie Kronen

- AGM will be held at the Coast Hotel, June 14, 2018.

### 7.3 RMA – Randy Taylor

- No Report

### 7.4 AUMA – Tanya Thorn

- Municipal Leaders Caucus will be held June 12-14, 2018.
- Tool kit regarding cannabis legalization is posted on the AUMA website.
- Annual Convention will be held in Red Deer September 26-28, 2018. Registration information can be found on the AUMA website or digest newsletter.

### 7.5 Oldman Watershed Council – Reeve Brian Brewin

- Irrigation Districts have been asking people for proof of where their boat has been.
- Boat cleaning and inspection stations are currently back and running.

### 7.6 Highway #3 Association- Councillor Bill Chapman

- Currently working on a concept to twin Highway #3 from Medicine Hat to the Crowsnest Pass.
- Discussed the Strategic Plan that has been worked on by the Highway #3 Association.
- Trying to get involvement from indigenous communities.

## 8.0 NEXT MEETING DATES

Mayors and Reeves of Southwest Alberta - September 7, 2018, 1 pm - Culver City Room, Lethbridge City Hall.

Mayors and Reeves of Southeast Alberta – Date and Venue to be determined.

## 9.0 ADJOURNMENT: Meeting was adjourned at 2:33 pm.

Please send any community information for distribution to M & R to [MayorsandReevesSW@gmail.com](mailto:MayorsandReevesSW@gmail.com)

## **Vulcan and Vulcan County Coordinated Community Response to Elder Abuse Minutes**

June 19, 2018 – Vulcan FCSS

Present: Ruth Mueller(AHS), Trish Davidson (Rowan House), Michelle Roddy(Town of Vulcan), Amanda Caldwell(RN CRPCN, Vulcan Medical Clinic), Laurie Lyckmann(Vulcan County), Marty Hall(Marquis Foundation, Peter Dawson Lodge), Lyndsay Urbani (AHS), Sue McDonald (Arrowwood-Vulcan United Church), Barbara Moore-Coffey(Rainbow Literacy) Ryan Smith(Vulcan County, Claire Kuchel-Klassen(Seniors Home Supports, Vulcan FCSS).

Regrets: Connie Clement (Vulcan Library), Nels Petersen (Vulcan County), Bev Edwards (AHS Mental Health Clinician)

### **I. Minutes**

- A. Thank you Claire for taking the minutes of our last meeting.
- B. Amendments to minutes of last meeting show Amanda Caldwell representing CRPCN/Medical Clinic and Sue McDonald representing Arrowwood/Vulcan United Church.

### **II. Evaluation**

- A. Some comments from last meeting: Appreciate start and end times. Only downside was lack of time. Good turnout. Great starting point.
- B. Ruth appreciates members' feedback as this helps her facilitate the group.

### **III. Stats and Video**

- A. Demographic stats for Vulcan County 2016 Census
  - Population 3,984
  - Age 65 years plus 565, 14.2% (Males 305, 15.2%) (Females 255, 12.9%)
- B. Video
  - Ruth shared a 6 minute video "Learn the Signs, Break the Silence" and encourages all members to view it
  - <http://www.seniors-housing.alberta.ca/seniors/elder-abuse.html>
  - Video was followed by a discussion around the prevalence, identification and reporting of Elder Abuse.

### **IV. Definition of Elder Abuse**

- A. It was decided that this group would adopt the World Health Organization definition. "Elder abuse is a single or repeated act, or lack of appropriate action, occurring within any relationship where there is an expectation of trust, which causes harm or distress to an older person. This type of violence constitutes a violation of human rights and includes physical, sexual, psychological, and emotional abuse; financial and material abuse; abandonment; neglect; and serious loss of dignity and respect."

#### V. Develop Resource List / Agency List

A. The CCR team needs to develop a Resource List as a reference for all CCR agencies and for a rural case manager (should funding come through). Ruth will send an email to the whole team requesting the following information: Name of the Organization, Name of the Program, a short Description of Services Provided, Name of the Representative on the CCR Committee.

#### VI. Awareness Raising Opportunities

A. "Who You Gonna Call?" September 7, 2018 (3:00 – 8:00pm) (FCSS is co-ordinating this event to raise awareness of the services available in Vulcan County)

B. Vulcan County Trade Show – more details to come

C. It was agreed that these are good awareness raising opportunities which this group should consider participating in.

#### VII. Start on Vision and Mission Statements

A. Ruth shared documents from Claresholm CCR Elder Abuse. She will email these to the group for further evaluation and discussion at future meetings.

B. Trish will ask the Foothills CCR for permission to share their Terms of Reference as well. Considering these might be helpful as this committee develops it's Vision and Mission Statements.

#### VIII. Time Line

A. The plan is to work on Terms of Reference in July and then start on the Response Model in August. This is in preparation for the grant decision that we hope will come in August.

#### IX. Next Meeting

A. The survey responses showed that the majority of members preferred to meet every third Tuesday of the month.

B. Next meeting will be Tuesday, July 17, 2018 (9:15-10:15 am) in the FCSS Meeting Room

# VULCAN GOLF AND COUNTRY CLUB



## **EXECUTIVE MEETING MINUTES:**

- June 19, 2018

## **MEETING CALLED TO ORDER:**

- Called to order at 8:00 pm

## **PRESENT:**

- Barry Gore, David Lyon, Paul Mansfield, Jeff Mix, Judy Sanderson, Wayne Shearer, Stacey Wheeler, Tyler Wolfe, Ross Zuehlke, Gordon Brayton, Paul Taylor.

## **ABSENT:**

- Duke Webber

## **ADDITIONS TO THE AGENDA:**

- Barry Wallin Letter: See Correspondence Section
- Holgen Bjerrisgaard Refund Request: See Correspondence Section

## **MINUTES OF THE LAST MEETING (May 15, 2017):**

- No errors or omissions.
- **Motion** to accept minutes by Stacey. Seconded by Paul.

## **DIRECTOR OF GOLF REPORT:**

- Gordon Brayton presented Director of Golf Report, attached.
- Tree donation policy should be bumped up to \$300 or \$400. Policy committee is working on this but would be nice to have an answer soon.
- Marijuana Policy is needed before it is legalized. Suggest that smoking it not be permitted on the patio, parking lot, cart shed areas, maintenance shop.
- Have sold 327 adult memberships (up from 309 last year). 23 Intermediate memberships (11 from last year and 12 new members), putting us up \$2700 from last year in this age category.
- Revenue is up from last year.
- Shingles on rental roof need to be replaced but there is a cap of \$2500 available for repairs.
- Gordon is asking for permission to build the 3-hole golf course. Donors are wondering on the status of the course.
- All 46 carts now have the Aspen Crossing logo and are part of a 5 year agreement (\$4800/year)
- Have lost RA West Tournament but are looking to host the school Zone tournament.
- New signs have gone up around the golf course. Covered under Advertising budget.
- Bookkeeping Situation needs to be resolved. Recommend terminating the bookkeeper. Payroll has not been done correctly to date, no up to date comparisons for expenses or revenue, arbitrarily changed names of expense/revenue categories, incorrect figures entered. Bookkeeper figures do not match with POS figures.
- **Motion** to accept report by Paul T. Seconded by Paul M.

## **GROUNDS REPORT:**

- Tyler Wolfe/Wayne Shearer presented the Grounds Report on behalf of Duke Webber, attached.
- Quote for paving project is \$6570, but does not include prep work or gravel.

# VULCAN GOLF AND COUNTRY CLUB



- Prep work for pad could be done in part by Craig Haga for two greens fees.
- **Motion** to approve the project with a budget not to exceed \$10 000 from the Casino Account by Paul M. Seconded by Ross. Carried.
- Discussion of the holes holding the flags perhaps needing replacement and condition of sand traps. Wayne will touch base with Duke.
- Discussion in the possibility of mowing the greens later in the day. Wayne will talk to Due to see if feasible.
- **Motion** to accept report by Stacey.

## **TREASURER REPORT:**

- Presented by David Lyon, attached.
- Positive financial outlook. Revenue is in good shape. Many expenses still to come.
- Net income YTD comparable to previous years.
- Bank accounts accurately reflect funds after transfer made to replace funds "borrowed" from other accounts in cover general account.
- **Motion** to accept report by Stacey. Seconded by Jeff.

## **HOUSE COMMITTEE REPORT:**

- Presented by Stacey Wheeler, attached.
- Roof material is in and cost is \$10 694.73 (down from initial quote of \$19 307.83) and has been paid. UFA will deliver as needed with no extra charge. Strapping will be an additional ~\$3000.
- Work on roof will begin week of June 25.
- Fridge has been purchased from Home Hardware for approx. \$900.
- South side of rental house needs to be re-shingled.
- Freezer in kitchen is tripping a breaker. Needs to be addressed.
- **Motion** to accept House Report by Paul T. Seconded by Paul M.

## **CORRESPONDENCES**

- Fred Pratt
  - Looking for pro-rated credit towards next year's membership as he has temporarily moved to Africa.
  - **Motion** to give Fred Pratt a pro-rated credit from date of correspondence for next year's membership by Barry. Seconded by Jeff. Approved
- Shane McKay
  - Injured himself after playing one round. Looking for a full refund.
  - VGCC policy is to give refunds pro-rated based on the date of the refund request in writing being received.
  - **Motion** to give Shane McKay a pro-rated refund from the date of correspondence by Judy. Seconded by Jeff. Approved
- Luke Jackson
  - Was overcharged for RCGA which will be refunded. Looking for a refund for membership due to getting a summer job. This request does not fall within the Refund Policy.
  - **Motion** to refund \$32 RCGA fees by Tyler. Seconded by David. Carried.
- Holgen Bjerrisgaard Refund Request
  - Hired on as a member of grounds crew. Requesting a refund as employees receive playing privileges.
  - **Motion** to table this request and look at adjusting policy to accommodate newly hired

# VULCAN GOLF AND COUNTRY CLUB



employees by Barry. Seconded by Stacey. Carried. Opposed by Jeff, Paul M, and Judy.

- Barry Wallin Letter
  - Letter to the board condemning Board decision to send him a letter in response to April 26 Incident and requesting the letter be rescinded.
  - Mr. Wallin was upset that the Board Executive declined to meet in person to hear his side of the April 26 incident. Executive determined that there was no need to meet in person because (1) the background leading up to the incident does not alter the fact that an act of harassment occurred and was witnessed by two staff, and (2) the initial Board letter to Mr. Wallin included no punitive action, instead re-affirming to Mr. Wallin that swearing at VGCC staff was unacceptable.
  - Board discussed the letter and determined that the initial letter to Barry Wallis was not out of line and that it would not be rescinded.
  - A letter will be sent to Mr. Wallin, explaining the Board's decision.
  - **Motion** to reply to Barry Wallin's letter acknowledging his letter but reinforcing the previous board decision by Judy. Seconded by Jeff. Carried.

## **OLD BUSINESS:**

- Clubhouse Roof Update
  - Addressed in house report
- Air Conditioner
  - Ross excused himself due to conflict of interest.
  - Revolution Carpet Care was hired to clean furnace and duct work at a cost of \$900. Accidentally drilled into air conditioner line in the process. Bill to repair A/C was \$1365.
  - A cover was not taken off which may have prevented the mistake. Deemed to have been negligent in repair.
  - **Motion** to send Revolution Carpet Care an invoice for the cost difference of the mistake (\$465) by Paul M. Seconded by Barry. Carried. One abstention.
- Staging Cart Pad/Path Update
  - Addressed in house report
- Bookkeeper Update
  - Discussion of bookkeeper situation and Director's suggestion to terminate the bookkeeper.
  - Concern that the bookkeeper may not have been put into the best situation but the scope of the job has been addressed and issues have persisted.
  - VGCC has been penalized \$700 for late remittance of payroll to CRA.
  - Concern over the number of hours billed. Previous bookkeeper has billed 7-10 hours/week, currently being billed 20+ hours/week.
  - Concern over the accuracy of the bookkeeping.
  - Payroll mistakes deemed unacceptable.
  - Discussion of options re: termination.
  - **Motion** to terminate Peggy Gilmour as bookkeeper due to the inability to meet VGCC Bookkeeping requirements, effective immediately, by Judy. Seconded by Jeff. Carried.
  - Will approach Rosslyn and Christine to fill-in in the interim and then post job opening.
- 3 Hole Course Update
  - Discussion of future costs associated with the project, including the likely raising of property taxes and the need for grounds crew to maintain.
  - Discussion of needing a project plan before moving forward.

# VULCAN GOLF AND COUNTRY CLUB



- Concern about the ballooning of the estimate from ~\$30 000 to \$60 000+, not including upkeep, etc.
  - Will send a letter to the membership detailing the course of action and the plan for development.
- Policy Manual Update
  - Tabled to July Meeting.

## **NEW BUSINESS:**

- Rental House Roof
  - Needs about \$2500 to fix the shingles on the roof.
  - **Motion** to spend up to \$2500 to fix south side of roof by Judy. Seconded by Ross. Carried.
- Kitchen Incident Update
  -
- Marijuana Smoking Policy
  - To be addressed by the Policy Committee

## **NEXT MEETING DATE:**

- July 17at 8:00 PM at the Whispering Creek Amenities Building.

## **ADJOURNMENT:**

- **Motion** to adjourn made by Ross.
- Meeting adjourned at 10:42 pm.

# Town of Vulcan

Request for Decision (RFD)

## Councillor Reports

Meeting: Regular Council  
Meeting Date: **June 25, 2018**  
Originated By: Kim Fath

### **BACKGROUND / PROPOSAL:**

Council's verbal presentations to be presented on the various boards and committees in which Town Council has an interest.

### **DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:**

### **COSTS / SOURCE OF FUNDING (if applicable):**

### **RECOMMENDED ACTION:**

Moved by Councillor \_\_\_\_\_ THAT the verbal reports given by Council at the June 25, 2018 Regular Council Meeting be received as information.

Initials show support -Reviewed by: \_\_\_\_\_

Director: \_\_\_\_\_

  
CAO

# Town of Vulcan

Request for Decision (RFD)

## Administrative Reports

Meeting: Regular Council  
Meeting Date: **June 25, 2018**  
Originated By: Kim Fath

### BACKGROUND / PROPOSAL:

Management is to produce a report each month.

### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Attached are the following reports:

- 9.1 Action List
- 9.2 CAO Report

### COSTS / SOURCE OF FUNDING (if applicable):

N/A

### RECOMMENDED ACTION:

Moved by Councillor \_\_\_\_\_ THAT this Council receives for information the Administrative reports for the period ending June 25, 2018.

Initials show support -Reviewed by: \_\_\_\_\_

Director: \_\_\_\_\_

  
CAO

# Town of Vulcan Action List



Meeting/Date	Motion #	Resolution	Assigned To	Action Status	Completion Date
Regular Council April 25, 2016	16.140	Moved by Councillor Paul Taylor THAT Council approves Anderson's request to use the lagoon waste water effluent for the purpose of irrigation and that Administration drafts an agreement to facilitate this matter.	Kim Fath	Pending Anderson purchase of irrigation equipment.	
Regular Council September 26, 2016	16.277	Moved by Councillor Georgia-Lee DeBolt THAT Council directed Administration to research this matter and bring the information back to Council for further consideration.	Kim Fath Stew Birch	Contact golf course and evaluate the success of their program. More than a year of data required.	
Regular Council April 9, 2018	18.113	Moved by Councillor Georgia-Lee DeBolt THAT Council approves the closure of the following roads on July 21, 2018 from 6:00 a.m. to 4:00 p.m. for the Vulcan County Cruisers Car Club Show and Shine as well as permission to use the rodeo grounds for a demolition derby on July 21-22, 2108. Closure of Centre Street from 1 <sup>st</sup> Ave to 3 <sup>rd</sup> Ave and 2 <sup>nd</sup> Ave from 1 <sup>st</sup> Street North to 1 <sup>st</sup> Street South from 6:00 a.m. to 4:00 p.m.	Karen Rose Stew Birch	Send letter of approval and CofR to Vulcan County Cruisers Send Copy of Resolution and Request for Service to Public Works Supply barricades and assist County Cruisers if necessary	April 11, 2018
Regular Council April 9, 2018	18.116	Moved by Councillor Georgia-Lee DeBolt THAT Council approves the purchase of 26 LED light fixtures and shorting caps as per the quotation from EECOL Electric for \$11,094.20, as well as the construction of 26 model space ship engines not to exceed \$3,000.00 with the funds to be drawn from the Street Light Replacement reserve and directs Administration to have Public Works coordinate the replacement of the remaining High Pressure Sodium fixtures in the Industrial subdivision and Arena parking lot.	Karen Rose Stew Birch	Send notice of approval to Public Works approving purchase of LED lights and space ship engines Send Copy of Resolution to Janice McCallum-Campbell Purchase of LED lights, shorting caps, 26 model space ship engines and installation of lighting	April 11, 2018
Regular Council May 14, 2018	18.164	Moved by Councillor Lyle Magnuson THAT Council approves the construction and paving of a walking path along 1 <sup>st</sup> Avenue North from Centre Street to 3 <sup>rd</sup> Street North at a cost not to exceed \$35,000.00 with no more than \$20,000.00 drawn from the Streets Capital Reserve and \$15,000.00 in donation from the Vulcan Kinette Club.	Karen Rose Stew Birch	Send Copy of Resolution to Community Services Manager; Stew Birch; Janice McCallum-Campbell approving Walking Path Completion of construction and paving of walking path	May 15, 2018 June 13, 2018

# Town of Vulcan Action List



Meeting/Date	Motion #	Resolution	Assigned To	Action Status	Completion Date
Regular Council May 28, 2018	18.186	Moved by Councillor Georgia-Lee DeBolt THAT Council directs Administration to coordinate an informal public engagement event for July 12th from 12:00 noon – 4:00 p.m. and July 13th from 9:00 a.m. to 1:00 p.m. at The Great Full Cup.	Kim Fath Karen Rose	Confirm times with Grateful Cup Post information on website Coordinate with Councillor Roddy on details	
Regular Council June 11, 2018	18.196	Moved by Councillor Paul Taylor THAT Administration forward thank you letters for the invitation to take part in the community's parades and to request that they send an invitation for their 2019 parade.	Karen Rose	Send letter to Coalhurst and Picture Butte parade committees declining invitation but to send 2019 invitation to attend	June 14, 2018
Regular Council June 11, 2018	18.198	Moved by Councillor Lorna Armstrong THAT Council approves the Startec proposal to replace the Arena Condenser and install a glycol cooling system at a cost of \$78,636.20 to be drawn from the Arena Capital reserve; And THAT a \$20,000.00 donation from the Vulcan Curling Club be applied directly to this project, as well as, a contribution of \$29,318.00 as per the 2015 Recreation Agreement, be requested and pending Vulcan County Council approval.	Karen Rose	Send Copy of Resolution the Community Services manager, Public Works Foreman and Finance Manager Email Request for funding to Vulcan County	June 13, 2018
Regular Council June 11, 2018	18.199	Moved by Councillor Georgia-Lee DeBolt THAT Council approves the request to waive the fees for Public Swim on July 28th from 10:00 a.m. to 1:00 p.m. and; THAT Council approves the participation of any Councillors wishing to take part in the Vul-Con parade and the Vulcan Cosplay contest dressed in their star trek uniform.	Karen Rose	Send Copy of Resolution to Community Services Manager	June 13, 2018
Regular Council June 11, 2018	18.200	Moved by Councillor Lorna Armstrong THAT Council approves the Development Officer's request to place signage at Location A pending approval from Alberta Transportation.	Karen Rose Nancy Neufeld	Send Copy of Resolution to Development Officer Receive approval from Alberta Transportation for sign placement	June 13, 2018

# Town of Vulcan Action List



Meeting/Date	Motion #	Resolution	Assigned To	Action Status	Completion Date
Regular Council June 11, 2018	18.201	Moved by Councillor Paul Taylor THAT Council approves the Vulcan and District Historical Societies request for the Town public works department to install a metered seasonal irrigation service, provide assistance with landscaping of the grassed area, and the continued ongoing mowing and snow removal maintenance for 221 – 1 Street North, and that this work be scheduled at the discretion of the Public Works Foreman.	Karen Rose  Stew Birch	Send Letter to Society approving request Send Copy of Resolution to Public Works Install metered seasonal irrigation service and provide assistance with landscaping of grassed area	June 14, 2018
Regular Council June 11, 2018	18.202	Moved by Councillor Lyle Magnuson THAT Council approves the Vulcan Pool Committees recommendation and directs Administration to prepare and issue requests for proposal for a new pool basin including mechanical components as well as separate documents for a new pool house, for the purpose of accurately providing budgetary cost estimates and identifying eligible construction contractors for the proposed Vulcan pool upgrades.	Karen Rose  Bonnie Ellis	Send Copy of Resolution to Community Services Manager Prepare and issue requests for proposals for the pool basin and separate proposal for a new pool house	June 13, 2018
Regular Council June 11, 2018	18.203	Moved by Councillor Paul Taylor THAT Council approves the road closure of Centre Street on Thursday, June 21, 2018 for CP Rail to work on the Centre Street railway crossing.	Karen Rose	Send Copy of Resolution to Public Works Foreman and put notice of closure on website	June 14, 2018
Regular Council June 11, 2018	18.209	Moved by Councillor Lyle Magnuson THAT Council directs Administration to further negotiate on the offer to purchase Lots 2, 3 and 7 of Block 72 Plan 8610505 and directs Administration to prepare a Local Improvement Plan for curb, gutter and gravel road construction of Jamison Road.	Karen Rose  Nancy Neufeld Kim Fath	Send Copy of Resolution to Development Officer Contact purchaser for further negotiations on the offer to purchase Prepare Local Improvement Plan for curb, gutter and gravel road construction on Jamison Road	June 13, 2018  June 20, 2018
Regular Council June 11, 2018	18.210	Moved by Councillor Paul Taylor THAT Council directs Administration to begin the recruitment process for a Community Peace Officer.	Karen Rose	Placement of employment ad to Vulcan Advocate, the Town website and the Alberta Association of Community Peace Officers website	June 13, 2018

## CAO'S REPORT

**SUBMITTED TO:** Town Council  
**SUBMITTED BY:** Kim Fath  
**FOR THE DATES:** June 8<sup>th</sup> through 22<sup>nd</sup>, 2018

### Administrative Business Summery

- Prepared CAO and Activities Report
- Prepared and reviewed agenda
- Reviewed Tourism Operations with Community Services Manager
- Met with Joe Brophy again to discuss neighbor dispute resolution.
- Provided AEMA with updated information following EMP review.
- Attended council meeting
- Council meeting follow up (*minutes review, action items, letters*)
- Worked with CIMA+ to resolve work delays. (*3<sup>rd</sup> ST. S Project*)
- Prepared local improvement plan for Jamison Road.
- Reviewed Peace Officer job description and started recruitment process.
- Prepared Town Hall meeting documents and hall arrangements.
- Met with Lorne Healy about hay crop on Prairie Vista Estates.
- Provided feedback on Golf Course and Fire Department requests with Councillor Taylor.
- Discussed development challenges and options with Henry Dekort and Brett Sharman.
- Corresponded with CPR regarding crossing closure delays (*rescheduled June 21<sup>st</sup>*)
- Organized registration for the new gravel truck.
- Contacted Trinus and Axia to discuss potential Super-net issues and its effects on the Town.
- Created RFD's for next council meeting
- Met with Mayor to sign documents and discuss agenda items

### Staff

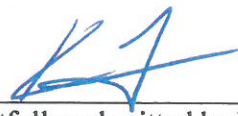
- Placed ads for CPO position. Closing date is June 29<sup>th</sup>. (*9 applicants to date*)

### Formal Meetings of Interest

- Tourism Staff Meeting – Tourism Center– *June 15<sup>th</sup>*.

### Additional information

- I was away from the office on June 18<sup>th</sup> and 19<sup>th</sup> on vacation.

  
Respectfully submitted by Kim Fath  
Chief Administrative Officer